

CITY OF RIVERSIDE

3620

12/19/05

HUMAN RESOURCES DEPARTMENT

Revised

CLASSIFICATION SPECIFICATION**TITLE: UTILITIES WATER FIELD HELPER****DEFINITION**

Under supervision, to perform unskilled and semi-skilled tasks in assisting journey level workers in the construction and maintenance of the water distribution systems; and to do related work as required.

REPORTS TO: Utilities Water Supervisor

SUPERVISION RECEIVED AND EXERCISED

Receives general supervision from Utilities Water Supervisor.

EXAMPLES OF DUTIES

Typical duties may include, but are not limited to, the following:

- Work with and assist journey level workers in the cutting, fitting, laying, repairing, cleaning and flushing of water mains.
- Work with and assist journey level workers in the installation, maintenance and repair of services, valves and hydrants.
- Use a variety of hand and power tools, cleaning and performing minor maintenance to such tools.
- Operate a truck; perform minor servicing to truck and report mechanical or other problems; keep truck supplied with materials and supplies.
- Assist in setting up traffic and pedestrian controls at work sites.

QUALIFICATIONS**Knowledge of:**

- Basic methods, materials, practices, tools and equipment used in water system construction, maintenance and repair.
- Safe work practices.

Ability to:

- Perform unskilled and semi-skilled tasks in water system, construction, maintenance and repair.
- Understand and carry out oral and written instructions.
- Perform heavy manual tasks under varied weather conditions.
- Observe proper safety precautions.
- Prepare and maintain simple work records.
- Work overtime as required.

Education and Experience:

Any combination of experience and education that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education: Equivalent to the completion of the twelfth grade.

Experience: Six months experience in heavy manual work, preferably in water system construction and maintenance.

MEDICAL CATEGORY: Group 2

NECESSARY SPECIAL REQUIREMENT

Possession of an appropriate, valid class "C" California Motor Vehicle Operator's License.

Possession of, or ability to obtain within six (6) months of appointment, a valid class "A" California Motor Vehicle Operator's License with tank truck endorsement.

CAREER ADVANCEMENT OPPORTUNITIES

FROM: Utilities Water Field Helper

TO: Utilities Water Utility Apprentice